

# Inspection and Evaluation Committee

President's Council on Integrity and Efficiency

February 2004

## INSPECTION AND EVALUATION COMMITTEE MEMBERS

**JOHNNIE FRAZIER**

IG Commerce,  
Chair

**CHRISTINE BOESZ**

IG NSF

**CLARK KENT ERVIN**

IG Homeland  
Security

**GLENN FINE**

IG Justice

**GORDON HEDDELL**

IG Labor

**RICHARD GRIFFIN**

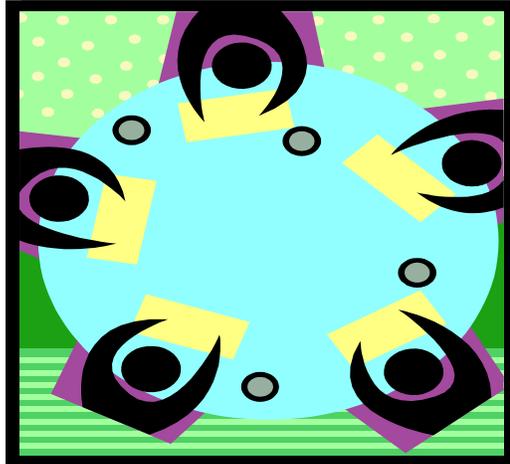
IG VA

**DARA CORRIGAN**

Acting IG HHS

**STEPHEN SMITH**

IG FCA



## JOINT MEETING OF I&E COMMITTEE AND ROUNDTABLE HELD ON JANUARY 29, 2004

Johnnie Frazier opened this first joint meeting of the Committee and Roundtable since December 1998 by thanking Christine Boesz, NSF IG, and her staff for hosting the event. Notwithstanding the bad weather, the meeting was well attended.

Christine Boesz, after welcoming the Committee and Roundtable members and offering a brief overview of NSF, introduced the issue and speakers for the meeting's topic "Misconduct in Scientific Research." Drs. Peggy Fischer and Jim Kroll, NSF OIG, and Dr. Chris Flaherty, Office of Science and Technology Policy (OSTP), offered insight into the issue and its relevance to the IG community. Dr. Fisher, head of the investigations unit at NSF, noted that NSF had led efforts in this area.

## OTHER POTENTIAL PROJECTS

Johnnie asked members to generate ideas for future joint projects, especially in areas that receive funding from multiple agencies.

Responses to the I&E survey indicated interest in projects in two general areas—self-help (guides, best practices, etc.) and cross-cutting work (ideas included reviews of physical and personnel security, disaster preparedness, procurement/government contracting, information technology, overseas inspections, and visa and immigration concerns).

Johnnie stated that procurement remains one of the DOC IG's top 10 challenges and that many OIGs have done work in this area and can potentially share their experiences, since problems are usually not unique to one agency.



The next I&E Committee meeting is tentatively scheduled to be hosted by Labor OIG

The next I&E Roundtable meeting will be hosted by Defense OIG.

## OIG Community Changes

The Committee and Roundtable extend congratulations to I&E Committee member Clark Kent Ervin on his appointment as Inspector General for the Department of Homeland Security.

## **I&E ROUNDTABLE OVERVIEW**

### **Core Competencies for Inspectors and Evaluators**

Jill Gross noted that many members of the Roundtable attended the October meeting at EPA, and participated in a focus group discussion to assist the PCIE Human Resources Committee's project on development of core competencies for inspectors and evaluators. While no formal report has been issued to date, a list of the core competencies has been identified. Contact Debbie Holmes if you would like a copy of this list. The next step will be to identify and/or develop training based on the identified skill sets.

### **Travel Card Guide**

Jill announced the release of the final version of the Travel Card Guide; it outlines common problems, preventive measures and other solutions as well as best practices identified in the work of 25 OIGs that reviewed travel card programs. She expressed thanks to the Labor OIG for taking the lead in developing this guide and to Commerce OIG staff who

worked to finalize and prepare it for publication. The guide is available on the IGnet web site at [http://www.oig.doc.gov/reports/misc/FTC\\_program.pdf](http://www.oig.doc.gov/reports/misc/FTC_program.pdf)

### **Survey of OIG Inspection and Evaluation Units**

The final survey draft was given to members for review and comment. The survey provides a profile of the 26 active and distinct I&E units in federal OIGs and offers concise profiles of the units, including their personnel, budgets, and the types of work and issues they address. Jill offered thanks to HHS OIG for taking the lead on this project.

### **On-line Directory of IG Purchase and Travel Card Reports**

The directory may be found on the IGnet web site (<http://ignet.gov/randp/cards/cards.html>).

We would like to keep the directory current and maintain it as a useful reference. Please be sure to send your website links for new completed reports or hard copies to Eleazar Velazquez at [evelazquez@oig.doc.gov](mailto:evelazquez@oig.doc.gov) or Debbie Holmes. We may consider expanding this directory to include other types of work in the future.

### **Update on the Quality Standards for Inspections**

Jill conveyed special thanks to Energy OIG for taking the lead on this project. Elise Ennis of that office

noted that she has received comments from 13 offices: Amtrak, Social Security Administration, State, National Science Foundation, Interior, Defense, Navy, Small Business Administration, National Reconnaissance Office, Defense Intelligence Agency, Homeland Security, Health and Human Services, and Energy, and a "no comment" from Transportation and USAID. Since several offices have expressed interest in commenting, she will be accepting additional comments if you have not done so already. Comments have included a discussion of the inclusion of peer review requirements, and increasing the training standard to 80 hours, corresponding with the training requirements for auditing staff. She also noted that a suggestion was received that the Appendix be eliminated or dovetailed with the Human Resources Committee project on core competencies. Elise noted that she is currently working to develop a matrix to compare the recent changes made to the Yellow Book and incorporate those changes into the Quality Standards for Inspections as needed.

## **TRAINING**

Chris Heppe, Commerce, noted the IG Auditors Training Institute (IGATI) is offering evaluation-related courses. Their FY 2004 catalog can be found at [www.igati.org](http://www.igati.org).

For more information about any item in this newsletter, contact Debbie Holmes at 202-482-2600 ([Dholmes@oig.doc.gov](mailto:Dholmes@oig.doc.gov)) or Jill Gross at 202-482-2754 ([Jgross@oig.doc.gov](mailto:Jgross@oig.doc.gov))